

April 27, 2007

Dear Superintendent,

Attached is the Annual Reading Improvement Program **Proficiency Report** in compliance with SB230 (2004 legislative session). **All Reading Proficiency Reports are due on September 28, 2007 send to:**

Utah State Office of Education
Curriculum Department/Lynne Greenwood
250 East 500 South
PO Box 144200
Salt Lake City, Utah 84114-4200
or
e-mail: lynne.greenwood@schools.utah.gov

All districts and charter schools will need to also submit a new *Reading Improvement Plan* for the 2007-08 school year to reflect additional program funding. **All new Reading Improvement Plans should be submitted to the USOE by September 28, 2007.** All plans will need to receive final approval from the USOE by November 1, 2007 to receive funding for the 2007-08 school year. Districts failing to reach their proficiency goals for 2006-2007 will need to terminate their board K-3 Reading Program leeway for the 2008-09 school year.

Districts and charter schools should summarize program investment (how has your legislative funding been utilized), what activities have you sponsored to support your program investment, what are your program outputs, and what are your 2007 program outcomes as a result of the legislative funding. This summary should provide a line of evidence regarding your current utilization of funding to accomplish your program goals.

WestEd will continue to conduct a correlational study to see if increasing achievement is a direct result of any particular district practice/s. The USOE will be using the checklist to provide information to other districts and schools regarding successful model practices. We wish you to quickly respond to the checklist. Do not make it something that is time intensive.

Budget Plans should also be submitted by September 28, 2007. Budget Plans will be reviewed by the USOE School finance and Statistics Department and receive acceptance by November 1, 2007. Budgets should align with Reading Proficiency Plans. The local plan should not contain efforts that can not be supported by the program budget.

We hope you will also share your Annual Reading Proficiency Report with teachers, parents, PTA, community leaders, and especially with area legislators. Individual communities need to be informed of your great efforts and your wise financial use of resources to improve reading proficiency within your district.

cc: District Curriculum Director
District Literacy Director